

## Memorandum

**To:** Ms. Kristine Cazadd  
Executive Director

**Date:** June 15, 2012

**From:** Jaime Garza, Deputy Director  
External Affairs Department



Jeff McGuire, Deputy Director  
Sales and Use Tax Department



**Subject:** June 2012 Customer Service and Administration Efficiency Committee Agenda

Pursuant to direction from Vice Chair Michelle Steel, the External Affairs Department and Sales and Use Tax Department will place the following item(s) on the June 26, 2012 Sacramento Customer Service and Administration Efficiency Committee meeting calendar.

Customer Service and Administration Efficiency Committee:

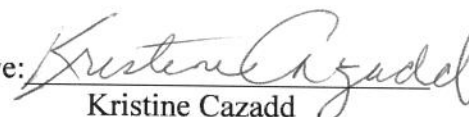
1. Collection and Levy Procedures – A Report on Collection and Levy Procedures used by the Board of Equalization.
2. U.S. Customs – Overview of the Customs Program and Process Improvements

JG:mwl

Attachment

cc: Honorable Jerome E. Horton, Chairman  
Honorable Michelle Steel, Vice Chair  
Honorable Betty T. Yee, First District  
Senator George Runner (Ret.), Second District  
Honorable John Chiang, Controller

I approve:



Kristine Cazadd  
Executive Director